

ADMINISTRATIVE - INTERNAL USE ONLY

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10 October 1972

MEMORANDUM FOR: Guest Speaker Coordinator/TR

SUBJECT : Quarterly Report

1. At its meeting on 27-28 September, the Curriculum Council concluded that there was need for regular analysis of OTR's use of high-level speakers. The Council decided that it would like to receive from you a quarterly report, with appropriate analysis, concerning the appearance of guest speakers at the level of A/DD and higher. The analysis usefully could include frequency of appearance, including average times per month, and the courses involved.

2. Also, members of the Council expressed some desire for being able to obtain from your office guidance as to the appropriateness of speakers on given subjects. The Council believes it would be useful for you to establish a speaker reference index recording the names of possible speakers according to their fields or subjects of competence. I would appreciate your letting me know whether these two steps can be taken.


SA/CD

STATINTL

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Guest Speaker Appearances
in OTR Conducted Programs for
Non-Agency Courses During FY 1972

Title	Number of Runnings	Length	Total Guest Speaker Appearances
Brookings Conference	9	2 1/2 hrs.	54
Economic Intelligence Seminar	1	1/2 day	11
Executive Interchange Program	1	1 1/2 hrs.	6
FEI's Foreign Policy Seminar	1	1/2 day	5
Intelligence and Foreign Policy Course (FSI)	2	2 days	29
JCS-DIA Orientation	2	2 days	23
National Senior Cryptologic Course (NSA)	2	1 day	12
Senior Seminar in Foreign Policy	1	1 day	11
Special Brookings Conference for University Faculty Members	1	1 1/2 hrs.	5
Special Operations and Liaison Course for NSA	1	3 days	12
TOTALS:	10	21	168

Note: Programs and Guest Speakers arranged by the OTR Representative at the Foreign Affairs Executive Seminar and at the Defense Intelligence School are not included.

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Guest Speaker Appearances
in OTR Courses During FY-1972

Course	Number of Runnings	Total Guest Speaker Appearances
Administrative Procedures	10	20
Advanced Intelligence Seminar	4	175
✓ Advanced Management (Planning)	2	4
Advanced Operations	3	135
STATINTL ✓ [REDACTED]	2	32
Basic Operations	2	110
STATINTL [REDACTED]	3	96
China Familiarization	4	24
STATINTL [REDACTED]	2	52
STATINTL [REDACTED]	1	29
[REDACTED]	6	30
[REDACTED]	9	27

Course	Number of Runnings	Total Guest Speaker Appearances
Clandestine Service Records III	5	15
STATINTL [REDACTED]	3	27
[REDACTED]	5	15
[REDACTED]	2	29
✓ CS Records & Desk Orientation	4	24
Field Administration (Formerly Field Finance & Logistics)	7	63
Information Reporting, Reports, and Requirements	6	60
Information Reports Familiarization	5	10
Intelligence and World Affairs	8	176
Intelligence Production	2	202
STATINTL [REDACTED]	2	30
Latin America Seminar	1	13
STATINTL Midcareer	3	207
[REDACTED]	4	24

Course	Number of Runnings	Total Guest Speaker Appearances
Orientation for Overseas	8	41
Project Officer in the Contract Cycle	3	55
Senior Seminar	2	258
STATINTL [REDACTED]	4	140
STATINTL [REDACTED]	2	28
[REDACTED]	2	16
Special Orientation for Agency Representatives Attending Senior Officer Schools	1	17
Support Services Review: Trends and Highlights	6	150
USSR Country Survey	1	5
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TOTALS: 36	141	2,388

Number of Guest Speaker Appearances by Senior
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 Agency Office of Public Affairs
 January-March 1973

	January	February	March	Total
DCI	0	0	0	0
DDCI	2	2	0	4
Ex. Dir. -Compt.	2	4	1	7
D/DCI/IC	0	1	0	1
AD/DCI/IC	0	1	0	1
C/CCG/IC	0	0	2	2
C/PRG/IC	0	2	2	4
D/PPB	1	2	2	5
DD/ONE	1	1	1	3
AGC	0	0	1	1
LC	0	2	1	3
DD/P	1	2	0	3
DD/O	0	0	6	6
ADD/O	0	3	4	7
DD/I	1	0	3	4
ADD/I	1	4	4	9
DD/S	2	3	1	6
ADD/S	1	0	5	6
DD/S&T	1	1	2	4
ADD/S&T	0	3	0	3
TOTAL	13	31	35	79

Note: Mr. Colby is represented by the figures for the Ex. Dir. -Compt. and the DD/O for a total of 13 presentations during the first quarter of 1973.

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